

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
March 2, 2010**

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:02 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Henrico, Virginia.

MEMBERS PRESENT: Judith E. Piersall, R.N., B.S.N., Chairperson
Florence Jones-Clarke, R.N., M.S.

STAFF PRESENT: Jay P. Douglas, RN, MSM, CSAC, Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Jessica C. Ressler, R.N.C., M.S.N., Nursing Education Consultant
Laura L. Mueller, Administrative Assistant

CONFERENCES SCHEDULED:

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

Provisional Approval to Establish a Nursing Education Program

South University – Baccalaureate Degree Nursing Education Program,
Richmond

Sharon Broschious, RN, Director, Troy Ralston, President, Dr. Dan Coble, President (Tampa) and Acting Dean of Nursing, and Dr. Christopher Campbell were in attendance.

At 9:21 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of South University Baccalaureate Degree Nursing Education Program in Richmond. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 9:35 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the application documentation and grant provisional approval pending the results of a successful site visit by a Board representative;
2. Provide written documentation regarding the items below within 15 days:
 - a. In the application packet, page 9, the philosophy seems to be relating to the MSN program rather than the BSN program. Clarify this for the BSN program;
 - b. There are several places in the entire document that address NCLEX-RN results as a means of program review, but there is no where that discusses success on the NCLEX-RN as a graduate competency;
 - c. The letter of agreement from the Primrose School appears to be for observational only;
 - d. Home Care by JFS is not on the clinical agency list; and
 - e. On page 9 of Exhibit 44, remove State (Board of Nursing) and Florida (Board of Nursing).
3. Authority is **not** granted to advertise or to admit students into this program.

Response to Complaint and Board Requirements Not Met

Star Institute – Practical Nursing Education Program, Fairfax

Ronie Lake, RN, BSN, MEd, Director, Sondra Brown, RN, Director of Nursing, and Franklin Okigbo, President were in attendance.

At 9:54 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Star Institute Practical Nursing Education Program in Fairfax. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:09 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Place this practical nursing education program on conditional approval [18VAC90-20-160.C.2] with 90 days to meet the following requirements:
 - a. Obtain a SCHEV certificate or Virginia Department of Education certificate or other approval or accreditation by an appropriate state agency or by an accrediting agency recognized by the United State Department of Education [18VAC90-20-70.A];
 - b. Provide a current faculty summary to this Board;
 - c. Provide a current clinical agency form with corresponding contracts for clinical experiences across the life cycle [18VAC90-20-120.B.1] and [18VAC90-20-130.E.1-4];
 - d. Provide a clinical agency summary with every quarterly report;
 - e. Provide a current summary of the students enrolled in this program to the Board. The original enrollment plan as stated by the co-owners at the site visit conducted on April 8, 2009 was to admit 25 students 4 times a year to both a day and evening program;
 - f. If preceptorship experiences are part of this curriculum provide to the Board a preceptorship packet which meets the requirements of 18VAC90-20-95.A-D;
 - g. If observational experiences are part of this curriculum provide to the Board documentation that meets the requirements of 18VAC90-20-130.F;
 - h. If simulation is used in lieu of clinical experiences provide to the Board documentation that meets the guidelines established in the Board's Guidance Document-number 90-24.;
 - i. Provide a copy of the permanent occupancy permit for this facility.
2. The next quarterly report is due April 1, 2010 to include clinical agency forms.

Initial Approval Survey Visit

Rappahannock Community College – Associate Degree Nursing Education Program, Warsaw and Glenns

Dr. Wendy Edson, PhD, RN, Director, Patricia Bradshaw, RN, Dean, Mary Dorsey, and Sara Headley, RN, Assistant Professor were in attendance.

At 10:25 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Rappahannock Community College Associate Degree Nursing Education Program in Warsaw and Glenns. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:40 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Continue provisional approval based on the less than 80% NCLEX-RN pass rates for the first graduating class; [18VAC90-20-60.A.2]
2. Within 30 days present a detailed NCLEX-RN plan of correction to the Board; and
3. Continue to submit quarterly reports to the Board, the next being due on April 1, 2010.

Fees, Application and Letter of Intent to Establish a Nursing Education Program

Standard Healthcare Services, Inc. - Associate Degree Nursing Education Program, Falls Church

Joy Nosegbe, RN, Executive Director was in attendance.

At 10:58 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Standard Healthcare Services, Inc. Associate Degree Nursing Education Program in Falls Church. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:11 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the application as information;
2. Continue to research an additional clinical site for acute care nursing and an in-patient site for mental health nursing and present that documentation to the Board;
3. Present a preceptorship plan for the clinicals offered in a Doctor's office to the Board for its review; and

4. Authority is **not** granted to advertise this program or to admit students into this program.

Provisional Approval to Establish a Nursing Education Program

Chamberlain College of Nursing – Baccalaureate Degree Nursing Education Program, Arlington

Dr. Patricia Hughes, Program Director, Kathy Hill, Senior Director of Accreditation, Dr. Stephanie Stewart, Vice President Academic Affairs, and Marie Hallinan, Vice President Campus Operations were in attendance.

At 11:46 a.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Chamberlain College of Nursing Baccalaureate Degree Nursing Education Program in Arlington. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:55 a.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Grant provisional approval pending a successful site visit; and
2. Authority is **not** granted to advertise this program or to admit students into this program.

Initial Approval Survey Visit

Career Training Solutions – Associate Degree Nursing Education Program, Fredericksburg

Maureen LaGreca, Vice President and Kathleen Marshall, RN, Director of Nursing were in attendance.

Action: Recommend:

Continue provisional approval for this associate degree nursing education program until four quarters of NCLEX-RN scores are obtained.

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Adult Career Development Center, Richmond

Sharon Scales, RN, Primary Instructor was in attendance.

Action: Recommend:

Conditional approval with thirty (30) days to meet the following requirements:

1. Add content and objective for “bowel and bladder training” [18 VAC 90-25-40.A.6.d];
2. Ensure that the students wear identification that clearly states “nurse aide student” [18 VAC 90-25-50.B];
3. Ensure that the instructor to student ratio does not exceed 1:10 in the clinical area and that instructors are on-site solely to supervise the students [18 VAC 90-25-30.F]; and
4. Submit evidence of financial support and resource [18 VAC 90-25-20.B.1.f].

The following suggestions for improving the program:

1. Consider developing strategies for increasing the pass-rate on the NAAP exam;
2. Consider developing strategies to have more graduates take the NNAAP exam;
3. Submit instructional personnel forms to the Board;
4. Ensure that Sharon Johnson Scales submits a name change to the Board, and
5. Add objectives for the following content areas:
 - a. “Utilizing client’s family or concerned others as a source of emotional support”;
 - b. “Maintaining range of motion”;
 - c. “Turning and positioning, both in bed and chair”; and
“Appropriate management of conflict”.
6. Consider updating textbooks and audio visual aids for currency and relevancy.

Initial Approval Survey Visit

Jefferson College of Health Sciences – Baccalaureate Degree Nursing Education Program, Roanoke

Rebecca Greer, DNP, RN, BSN, Associate Dean Program Director and Ava Porter, DNP, MSN, RN, Program Director were in attendance.

Action: Recommend:

1. Granting of program approval with the next scheduled Board visit in 2015; and

2. Once the school of nursing has moved and the Board has been notified, conduct a site visit to the new physical plant.

Continued Approval Survey Visit

Virginia Beach School of Practical Nursing – Practical Nursing Education Program, Virginia Beach

Natasha Christian, RN, BS, MS, Program Director was in attendance.

Action: Recommend:

Grant Continued approval of this program with the next survey visit scheduled for 2017.

The following **suggestions** are made for program improvement:

1. Look at creative and collaborative strategies for providing some patient simulation experiences;
2. Provide a mechanism for the faculty to update clinical nursing specialty skills and knowledge by attending courses in their specialty area; and
3. The school administration may wish to increase the space allotted to this program. Explore having a clinical lab in a separate room and evaluate the space needs for faculty offices and administrator's office location and space.

Compliance Requirements including a Survey Visit

Richmond School of Health and Technology (RSHT) – Practical Nursing Education Program, Richmond

Debbie Allen, RN, Program Director, Rod Adams, Attorney, Margaret Knight, President, Melanie Chewning, School Director, and Carolyn Lake, CEO were in attendance.

At 1:12 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Richmond School of Health and Technology (RSHT) Practical Nursing Education Program in Richmond. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:28 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend a continuance to the next scheduled Education Informal Conference Committee meeting that will be held on May 11, 2010.

Repeat Initial Approval Survey Visit

Blue Ridge Job Corps Center – Practical Nursing Education Program, Marion

Heather Martin, RN, BSN, Program Director and Suzan Widner, Manager of Education were in attendance.

At 2:12 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Blue Ridge Job Corps Center Practical Nursing Education Program in Marion. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 2:35 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Place this practical nursing education program on conditional approval with 60 days to provide documentation regarding:

- The authority of the program director to:
 - implement the program and curriculum;
 - oversee the admission, academic progression and graduation of students;
 - hire and evaluate faculty; and
 - recommend and administer the program budget, consistent with established policies of the controlling agency [18VAC90-20-70.C.1-4.]
- An organizational plan indicating the lines of authority and communication of the nursing education program to the cooperating agencies and to the advisory committee [18VAC90-20-70.D];
- The involvement of the program director and faculty in all aspects of the program including curriculum design, course offerings within a defined program time, participation in decisions that are proposed that directly relate to the nursing program [18VAC90-20-70.C.1 and 18VAV90-20-90.C.1-6];

- The signing of the Training Achievement Record to accurately reflect student competency attainment [18VAC90-20-90.C.3.];

Additionally,

- A site visit to review the classrooms, skills labs, offices, and library [18VAC90-20-130.C.D];
- Provide written notification to the Board as well as a resume for the current program director; and
- The Program Director must complete the Annual Report and provide it to the Board. [18VAC90-20-160.A.]

Response to Complaints and Board Requirements Not Met

National School of Nursing and Allied Health, Inc. – Practical Nursing Education Program, Woodbridge

Musa Bangura, RN, Director, Jean Cleckley, Instructor, Sage Williams, Instructor, Jackie Fornah, CEO were in attendance.

At 3:57 p.m., Ms. Jones-Clarke moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of National School of Nursing and Allied Health, Inc. Practical Nursing Education Program in Woodbridge. Additionally, she moved that, Ms. Douglas, Mrs. Ressler, Dr. Saxby, and Mrs. Mueller attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 4:35 p.m.

Ms. Jones-Clarke moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Withdraw provisional approval of this practical nursing education program with the effective closure date of February 1, 2011 [**18 VAC 90-20-50.B.**]. Do not admit any additional students (generic or transfer). The Board found the following violations of the regulations:

1. Musa Bangura, the program director, verbally admitted to the Education Special Conference Committee to falsifying transcripts for the first graduating class. Information in the quarterly report submitted by Mr. Bangura in October 2009 indicated that the graduates of the program completed all didactic and clinical courses, and final transcripts were received in the Board office indicating that all classroom and clinical courses had been completed [**18 VAC 90-20-300.A.2.e.**];

2. Musa Bangura, the program director, verbally admitted to the Education Special Conference Committee that students did not receive clinical experiences in OB, Pediatrics, and Mental Health for six graduates of the program, even though the transcripts indicated these course had been completed. Students confirmed that they did not receive clinical experiences in those areas. The program director admitted that he required six students to complete clinical experiences after they had graduated, and submitted a revised transcript for the students who subsequently completed the clinical requirements [**18 VAC 90-20-120.B.1**];
3. Graduates of this nursing program did not receive at least 400 hours of direct client care experience as evidenced by:
 - Program Director's admission to the Education Special Conference Committee during the Informal Conference;
 - Student's complaints; and
 - Documentation that six students whose names were included in the graduation ceremony materials were required to return after graduation to complete additional testing and additional clinical hours [**18 VAC 90-20-120.E. and 18 VAC 90-20-120.B**];
4. Musa Bangura, the program director, verbally admitted to the Education Special Conference Committee that students attended some clinicals without written agreements or contracts [**18 VAC 90-20-130.E**], as well as students being unsupervised without instructional personnel or preceptors [**18 VAC 90-20-96.B; 18 VAC 90-20-90.B.2; 18 VAC 90-20-120.E; and 18 VAC 90-20-130.E.2 & 4**]; and
5. Musa Bangura, the program director, admitted to graduating students who had failed the comprehensive exam, a requirement for graduation from this program [**18 VAC 90-20-300.A.2.e**].

Program Approval

Medical Careers Institute – Practical Nursing Education Program,
Richmond, West

Action: Recommend:

Defer committee's decision until May 11, 2010 Education Informal Conference Committee meeting.

Progress Report for Programs with a Below 80% Pass Rate

Petersburg Public Schools – Practical Nursing Education Program,
Petersburg

Action: Recommend:

Accept the documentation as information.

Quarterly Reports that Meet Requirements

Action: Recommend acceptance of the quarterly reports as information for the following Nursing Education Programs:

Bon Secours Memorial School of Nursing-Richmond-BSN program
Bryant and Stratton College-Richmond-ADN program
Career Training Solutions-Fredericksburg-ADN program
Sentara college of Health Sciences-Chesapeake-BSN program
The George Washington University-Ashburn-BSN program
Danville Community College-Danville-ADN program

The next quarterly report is due April 1, 2010.

On-Site Visit Reports – Nurse Aide Education Programs Meeting All Regulations

Action: Recommend continued approval of the following nurse aide education programs:

Abbott Education Center, Inc., Virginia Beach
Buckingham County Public Schools, Buckingham
Christiansburg High School, Christiansburg
Dowell J. Howard Center, Winchester
Fluvanna County High School, Palmyra
John Tyler Community College (Wakefield), Chester
Mathews County High School, Mathews
Piedmont Virginia Community College (Workforce Services),
Charlottesville
Trinity Mission of Farmville, Farmville
Valley Vocational Technical Center, Fishersville

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Arlington County Public Schools (Adult Education), Arlington

Action: Recommend:

Conditional approval with thirty (30) days to meet the following requirements:

1. Ensure that the program coordinator/primary instructor assumes the duties for oversight and instruction of the nurse aide program [18 VAC 90-25-30.];
2. Provide evidence of financial support and resources [18 VAC 90-25-20.B.1.g];
3. Add “record” to objectives for measuring blood pressure and height & weight {18 VAC 90-25-40.A.2.b & c};
4. Add an objective to include bowel training [18 VAC 90-25-40.A.6.d];

5. Ensure that students are given information regarding the grievance policy [18 VAC 90-25-50.A.3];
6. Ensure that the student wears identification that identifies them as a “nurse aide student” [18 VAC 90-25-50.B.]; and
7. Ensure that records of reports of the NNAAP exam are maintained [18 VAC 90-25-50.A.2].

The following suggestions for improving the program:

1. Include “pressure ulcers” on the objectives relating to caring for the skin and prevention of pressure ulcers;
2. Consider purchasing an electric bed and a full body manikin to better simulate patient care; and
3. Consider updating textbook to ensure currency and relevancy of content.

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Eastern State Hospital, Williamsburg

Action: Recommend:

Conditional approval with thirty (30) days to meet the following requirements:

1. Add content and objective for “Appropriate management of conflict” [18 VAC 90-25-40.A.10]; and
2. Ensure that the students receive a copy of their skills record at the completion of the program [18 VAC 90-25-50.A.1].

The following suggestions for improving the program:

1. Considering separating pulse and respirations on the skills list into two separate skills;
2. Incorporate Guidance Document 90-55 on Barrier Crimes into the content on Legal and Ethical issues;
3. Incorporate the Virginia Board of Nursing Regulations for Nurse Aides into the content on Legal and Ethical issues;
4. Consider increasing the amount of time students spend in the skills lab before going to the clinical area; and
5. Add an objective to the content on “care and use of orthotics” in the curriculum.

On-Site Visit Report – Nurse Aide Education Program Requiring Remediation

Envoy Heath of Staunton, Staunton

Action: Recommend:

Conditional approval with thirty (30) days to meet the following requirements:

1. Add "recording" to the measurement skills of vital signs and height & weight [18 VAC 90-25-40.A.2.b & c];
2. Add content and objectives for "legal and regulatory aspects of practice as a certified nurse aide, including, but not limited to consequences of abuse, neglect, misappropriation of client property and unprofessional conduct" [18 VAC 90-25-40.A.8]; and
3. Ensure that each graduate receives a copy of the skills record at the completion of the program [18VAC 90-25-50.A.1].

The following suggestions for improving the program:

1. Consider maintaining a student signature page ensuring student receipt of Guidance Document 90-55;
2. Consider creating a master skills checklist that includes mastery of skills in skills lab and clinical;
3. Consider having a mandatory timed practice skills test in preparation for the NNAAP exam; and
4. Submit instructional personnel forms to the Board of Nursing for review and approval for Jessica Harlow and Pam Whorley.

Meeting adjourned at 4:49 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

Jessica C. Ressler, R.N.C., M.S.N.
Nursing Education Consultant